

## **MIAMI TOWNSHIP BOARD OF TRUSTEES WORK SESSION**

**FEBRUARY 9, 2015**

The Miami Township Board of Trustees met in work session on Monday, February 9, 2015 at the Miami Township Civic Center. Vice Chairperson Karl Schultz called the meeting to order and led the Pledge of Allegiance. Mr. Ferry called the roll and present were Karl Schultz, and Ken Tracy.

Mr. Fronk discussed personnel issues with the Board noting the Service Department's workforce has been reduced by 17% resulting in some deferred maintenance. Mr. Fronk stated the Service Department's 2015 budget does include filling two full-time Maintenance worker positions which are entry level positions that will start at \$15.64 per hour. One position will be assigned to the Parks crew and one to the Road crew. Mr. Fronk is requesting authorization to post and advertise for these two positions and if any of the department's part-time employees apply for and are offered full-time employment, he is requesting authorization to backfill those positions. The Board agreed to the need for the two positions and authorized posting and advertizing for those positions.

Mr. Fronk discussed a Facility Maintenance position noting a former employee had that position and when they left it was not filled. Mr. Fronk stated we no longer have anyone that can pay attention to, or oversee, the needs of the Civic Center building, Police building, Safety Service annex, Leming House or park buildings and pavilions. Mr. Fronk recommended the job description be changed and it be funded by one third general fund, one third park fund and one third road and bridge. The Board asked Mr. Fronk to continue rewriting the job description and bring it to them for review before the next meeting.

Mr. Fronk discussed the Community Development Department advising that Jim Brockman, the Field Inspector is the only person left in that department. Mr. Brockman advised that he will be retiring in March, leaving no one in Community Development. Mr. Fronk recommended the Board authorize him to advertise for a full time Zoning Inspector who will handle the day to day permit issuing, phone calls and property maintenance. The Board agreed to the recommendation.

Mr. Fronk addressed the Board regarding capital purchases stating the Police Department is requesting to purchase seven (7) new Tasers, which is part of the 2015 budget, for a total cost of \$9,348.18. Chief Madsen noted these are the new updated Tasers. Fire Chief, Steve Kelly, advised of the need to replace the front entry door to the Central Station noting it is not ADA compliant. Total cost of the project would be \$8,651.00, including safety features, energy efficiency and security for the door, and this was a 2015 budgeted item. The Board agreed to these capital purchases. Mr. John Zellner, Interim Service Director, discussed three (3) 2015 budgeted pieces of equipment/attachments for the Service Department. The first is a Bobcat T630 track loader for the Parks. The current Bobcat T190 would go to the Roads and the current 1996 Case unloader skid steer would be traded in to Bobcat for a trade-in value of approximately \$7,000.00. With the trade-in the new Bobcat T630 would cost \$35,972.50. Mr. Zellner advised the Road department has been in need of an asphalt breaker, which would be an attachment to the Bobcat T190 being turned over to the Parks department. The cost of the breaker is \$5,414.24 however the department can trade in two (2) attachments no longer needed for a trade-in value of \$1,750.00 which would reduce the purchase cost to \$3,664.24. The last item for the Service Department is concrete/asphalt saw. The current saw will cut up to a depth of 5 ½ inches deep. The majority of the streets that have been repaved, without being ground down, are 8 inches deep as are many of the concrete curbs. The new replacement saw is able to cut up to 10 inches deep. The total price of this saw would be \$8,476.14. They would keep the existing saw as back up. The Board agreed to these three Service Department capital expenditure requests.

Mr. Zellner gave an update on replacing the drinking fountain and adding one to the restroom addition at the Leming House. Mr. Zellner noted the problems with the existing drinking fountain and stated Roberts Engineering, who is constructing the restroom addition, advised it would not be a problem to add the drinking fountain. Mr. Zellner stated the existing fountain would be removed and a hydrant would be installed so people using the volleyball area could wash the sand off or people could fill water bowls for their pets. Mr. Zellner also advised of a

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2011 pick-up truck that has damage to it and received a price of \$4,067.54 to have it repaired correctly. A purchase order has been entered and is awaiting approval. Mr. Zellner discussed the striping of the newly paved part of Miami Meadows Park and the Central fire station. This was part of the 2014 Street Paving contract with the County and the cost was \$15,845.00 which we have already paid for. The striping the County was going to do was using the plastic adhesive tape. Since the striping has not been done we can get our money back from the County and have the parking striped with paint at less expense and cover a much larger area. Mr. Zellner updated the Board regarding a seminar through the APWA that he would like to send 5 Service Department employees to at a total cost of \$25 for all 5 to go. Mr. Zellner explained the rental room at the Leming House is in need of some repair and he has a bid from Skeets Humphries for the work the Service employees cannot do. \$3,700 was the estimate for the repairs. The Board agreed to have the work done to the rental room. Mr. Zellner advised that he is sending Chris Burdsall, our Service employee who takes care of all signs, to a pre-grant meeting. Mr. Zellner discussed replacing the light poles on St. Rt. 28 that were struck and knocked down. The plan is to seek restitution from the person who did the damage.

Mr. Fronk advised the Clermont County Chamber of Commerce, in cooperation with the County Department of Community and Economic Development has received some grant funds to conduct business retention meetings with local businesses. These meetings will be conducted by Mr. Denny Begue, retired President of the Chamber. The purpose of the meetings will be to address assisting local companies to grow and prosper. The grant will cover 18 businesses in Miami Township and if the Township would like more businesses added that can be done for \$100.00 per business. Mr. Begue will visit and report back on all visited businesses.

Mr. Fronk reported on three (3) out of Township travel requests. The Service Department would like to send Jeff Weigel to the 2015 APWA National Snow Conference in Grand Rapids, MI from April 11~15 at a total cost not to exceed \$1,773.31. The Police Department would like to send Officer Anne Morgan to the BAIR User Conference in Scottsdale AZ from May 4~6 at a cost not to exceed \$1,623.00 and they would like to send Kent Arter and Casey Brashear to the National Association of School Resource Officer's National Conference in Orlando, FL from July 5~10 at a cost of \$1,920.00 each. Mr. Fronk advised these will be agenda items for the business meeting.

At this time, Mr. Tracy advised he will be out of town and not able to make the business meeting on Tuesday, February 17, 2015.

Mr. Fronk advised they table setting a zoning hearing until all Trustees can give a date available.

Mr. Fronk and Mr. Will Menz discussed the option of vinyl wrapping the Community Development SUV and the Multi Media SUV as opposed to having them re-painted. The vinyl wrapping is actually cheaper than painting.

Mr. Tracy made a motion to go into Executive Session to discuss the employment and compensation of a public employee pursuant to Section 121.22(G)(1) of the Ohio Revised Code, to discuss pending or imminent litigation pursuant to Section 121.22(G)(3) of the Ohio Revised Code and to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Mr. Schultz with all voting "AYE".

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Mr. Tracy made a motion to come out of Executive session, seconded by Mr. Schultz with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 10:17 a.m.

ATTEST: \_\_\_\_\_  
Eric Ferry, Fiscal Officer

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Karl Schultz, Vice Chairperson